

**Water District 37 Advisory Board Meeting**  
**Tuesday, September 13, 2022**  
**1:30pm**  
**Offices of Water District 37 in Shoshone, Idaho**

Chairman Pat McMahon called the meeting to order at 1:35pm on Tuesday, September 13, 2022 at the offices of Water District 37. A quorum was established with those in attendance Watermaster Sunny Healy, Brian Fuchs, Sharon Lee, Bill Arkoosh, Nick Purdy (arrived 1:41), Justin Stevenson, Dave Bell, Kevin Lakey, Rod Hubsmith, and Mike Elliott.

**Approval of Minutes**

Chairman McMahon confirmed that all members had received a draft of the minutes for the August 10, 2022 meeting in sufficient time to review the drafted information. All present affirmed receipt and review. Sharon motioned to approve the minutes, as drafted, and Mike Elliott seconded the motion. No additional comments were submitted. The motion passed unanimously.

**WD37 Job Vacancies**

WD37 has an office manager position open, and notice for this position was posted in the Courier and Idaho Mountain Express papers. An updated and approved job description was circulated amongst those in attendance, as a reference. Two applicants had each been interviewed by Advisory Board members and the Watermaster also participated. A third applicant interview will be scheduled. The Advisory members discussed confidence in the applicants thus far, and confidence in being able to fill this position for the District in the upcoming weeks.

**WD37 Professional Development**

Sunny presented a page of information reflecting a proposed budget line item amount of \$3,000 for two primary items, the IRWA Headgate plan and CSI classes. The WD37 staff has a number of staff in new positions and new to the District, and the Advisory Board discussed the benefits of budgeting for professional development for Water District staff in 2023. The IRWA 'Headgate' plan brings water associates from across Idaho together for a series of team building, educational and networking efforts. Kevin Lakey provided the Canal Company was also interested in development for its new staff, and some discussion of possible shared costs (ex: mileage) occurred, as well as tuition, hotel stay for three separate class sessions, etc. CSI classes and tuition was discussed related to certifications, as well as ditch rider workshops, and the like. A separate proposed amount of \$190/mo. for Cougar Mtn Financial Software training was discussed, for new WD37 staff.

**Preliminary Budget for 2023**

Sunny presented a proposed 2023 budget to the Advisory Board members, and she walked through each line item. Substantially, this first draft of a 2023 budget did not reflect notable difference from the original 2022 approved budget.

**WD37 Updates**

Sunny presented a proposed 2023 budget to the Advisory Board members, and she walked through each line item. Substantially, this first draft of a 2023 budget did not reflect notable difference from the original 2022 approved budget

**Adjourn**

Chairman McMahon inquired about any other items to discuss. With none voices. Sharon motioned to adjourn the meeting at 2:35pm and Rod Hubsmith seconded the motion. The motion passed unanimously.